UNITED
NATIONS

ST

Secretariat

ST/IC/1995/35/Add.1
12 July 1995

ENGLISH ONLY

INFORMATION CIRCULAR

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: STATUS REPORT FORM ON DEPENDENCY BENEFITS (P.84 1-95)*

Addendum

1. The purpose of the present addendum is to inform staff serving at Headquarters who are in receipt of dependency benefits of the dates, times and place of submission of the P.84 status report forms:

(a) Staff members whose surname begins with letters A to H should submit the form between Monday, 24 July and Friday, 28 July 1995 from 10 a.m. to 4 p.m. in room C-148 (1st floor);

(b) Staff members whose surname begins with letters I to Q should submit the form between Monday, 31 July and Friday, 4 August 1995 from 10 a.m. to 4 p.m. in room C-148;

(c) Staff members whose surname begins with letters R to Z should submit the form between Monday, 7 August and Friday, 11 August 1995 from 10 a.m. to 4 p.m. in room C-148.

2. Staff in established missions or in special missions should submit their P.84 forms as directed by their Offices. Other staff members who are payrolled at Headquarters and who will be on leave between 24 July and 11 August 1995 should submit their P.84 forms directly to their Personnel Officers, Office of Human Resources Management, immediately upon their return.

3. In order to facilitate the review of the P.84 forms in a timely fashion, staff members must attach all required documentation, as shown on the reverse side of the form.

---

* Personnel Manual index No. 3341.

95-20696 (E) 130795 140795